

**MINUTES OF THE OCTOBER 24, 2023 SPECIAL MEETING  
OF THE BOARD OF COMMISSIONERS OF KING COUNTY FIRE DISTRICT NO. 2**

A special meeting of the Board of Commissioners of King County Fire District No. 2 was held on October 24, 2023, at Headquarters Station 28, commencing at 5:00 p.m., pursuant to proper notice. District officials in attendance, either in person or pursuant to virtual meeting software GoTo Meeting were Commissioners Chris Elwell, Alexis Entrialgo and Ted Sitterley, Fire Chief Mike Marrs, Finance and HR Manager Trina Norsen, Assistant Chiefs (AC) Ray Desmarais and Wayne Metz, Chief-Elect Jason Gay, Finance Manager Charles Chen, and District Secretary Eric Quinn, and several others as reflected on the attached attendance roster.

- I. **CALL TO ORDER AND FLAG SALUTE.** Chair Elwell called the meeting to order at 5:00 PM and led the Board in the Pledge of Allegiance.
- II. **AGENDA APPROVAL.** Commissioner Sitterley moved to approve the agenda as presented and Commissioner Entrialgo seconded the motion. The motion carried 3-0.
- III. **PRESENTATIONS/ANNOUNCEMENTS.**

**Presentations**

Chief Marrs commenced the pinning ceremony for Chief-Elect Jason Gay. Chief Marrs introduced Jason's family and read Jason's fire-service biography and listed his many accomplishments and hobbies. Chair Elwell proceeded to administer the Oath of Office to Chief Gay. Jason Gay's family did the honor of placing the chief's pin(s) on Jason. Chief Gay indicated that he was very humbled by the trust they have placed in him as Fire Chief.

Members of the public and District officials then had cake and mingled. The business of the meeting was resumed at 5:25 PM. AC Metz provided the call summary reports. We are up 433 calls compared to last year. On October 11 there was a shooting at Fred Meyer. There were a couple of residential fires. AC Metz discussed the people that stole the District's Jaws of Life. The Jaws were recovered by law enforcement. We will be getting those back in a couple of days.

**Announcements**

October 25-28 will be the annual conference of the Washington Fire Commissioners including the Snure Pre-Conference Laws Update, at the Tulalip Resort. Chair Elwell shall attend.

- IV. **PUBLIC COMMENT.** There was none.
- V. **CORRESPONDENCE.** There was a letter from St. Anne Hospital Foundation, which was thanking the District for its donation—a free fire prevention tour, with miscellaneous expenses being paid for by the Union.

VI. **I.A.F.F. LOCAL 1461 COMMENTS.** IAFF President Matt Ready congratulated Jason Gay on his appointment.

VII. **ADMINISTRATION REPORTS.** Chief Gay delivered the chief's report as follows:

**OPERATIONS:** AC Metz provided an operational briefing. He reported that a captain has been dispatched to the Fire Academy and an instructor has attended a refresher course on confined space operations. AC Metz updated the committee on various training initiatives. The new emergency aid vehicle has been delivered, although several modifications are required prior to its deployment. Additionally, AC Metz outlined the projected timelines for the academy training.

**PREVENTION UPDATE:** AC Desmarais addressed the committee regarding the observance of Public Education Month, which is being recognized for the first time in four years and has been met with positive reception. AC Desmarais also provided insights into the ongoing plan review process in collaboration with the City of Burien.

**FACILITIES:** The renovation projects for Stations 18 and 19 are poised to commence in early November. Chief Gay confirmed that a two-week notification will be provided before the initiation of the construction work.

An incident of attempted burglary or vandalism at Station 28 occurred between October 12th and 14th. An unidentified individual attempted to breach the glass of a bay door, compromising only the outer pane. Procurement and installation of a replacement laminated glass pane are underway. The department is considering the acquisition and installation of security gates to enhance safety and security, with costs estimated between \$5,000 and \$6,000. Regrettably, there is no video surveillance footage of the incident.

A previous discussion highlighted an L&I complaint stemming from an event during live fire training at Station 68. Two infractions were identified, one concerning the misuse of personal protective equipment and a door. The Puget Sound Regional Fire Authority, as the governing entity of the South King County Fire Training Consortium, has received the penalties and their legal team is assessing strategies for future procedural improvements.

**EQUIPMENT:** On the evening of October 10th, hydraulic spreaders and a Blitzfire portable monitor were unlawfully removed from a District engine. The department is in the process of filing an insurance claim for the replacement of the stolen items, and a police report has been lodged. Consideration is being given to retrofitting engines with secure locking compartments. Chair Elwell sought clarification on the function of the Blitzfire, which Chief Gay elucidated. Commissioner Sitterley questioned the insurance deductible applicable to the theft and damage of the Blitzfire, which was confirmed to be \$1,000.

In response to these incidents, Operations Bulletin 23-002 has been disseminated as a preventive measure.

**PERSONNEL:** During the board meeting on October 3rd, a resolution was adopted to ratify the employment agreement for Charles Chen. Mr. Chen has executed the contract, which is now presented for the commissioners' signatures.

Furthermore, at the same meeting, the board sanctioned the appointment of four new firefighters: Pruett, Jacobs, Ward, and Lovercamp. Following the withdrawal of Jacobs and Ward, a proposal has been put forth to endorse the hiring of Nicholas Turner and Roger Ranan as their replacements. The board intends to formally acknowledge the progression to subsequent candidates on the list.

**EVENTS:** October has been designated as Fire Prevention Month. The Fire Marshal's Office, along with fire service personnel, have conducted educational sessions on fire safety at approximately eleven elementary and Montessori schools, with the program set to continue until the month's end. Three institutions remain on the schedule.

After a hiatus, the department is pleased to reintroduce the smoke-house demonstrations and fire safety education to young students.

Looking ahead to November, ten preschools are slated for Fire Prevention education. Additionally, preparations for the Holiday outreach program will commence in November.

**OTHER:**

- Under Correspondence, there is a letter of thanks from St. Anne Hospital Foundation for a Birthday Party Donation that the District made to their "2023 To Your Health! Gala". Just for information, it should be noted that St. Anne determines the value that they attach to the auction. We provide a free fire prevention tour at the station where typically the Union provides any monetary amount for the BDay (usually in the form of cake or pizza, and the family provides the cake).
- Under New Business, there is a motion to approve the 2024 Valley Com fee schedule for dispatchable calls. For 2024, the rate is \$51.80. Prior rates are as follows:

Year	Rate Per Dispatchable Call
2020	\$44.33
2021	\$44.33
2022	\$46.59
2023	\$49.98
2024	\$51.80

- The 2024 Employer Application for Health Care Coverage from WFCA has been completed and is in your packet. It is ready for Chair Elwell's signature.
- We are currently working on the budget. Things may still change but as of now the preliminary levy limitations worksheet shows a modest increase in AV for the year (5.7%). Last year there was a larger increase which resulted in our levy rate dropping down to about \$1.40/\$1,000. This year our levy rate is \$1.47. We need to remain a little conservative because next year we may see what we are experiencing up north (-7.6% dip in AV).

That concluded the Chief's Report.

#### VIII. CONSENT AGENDA APPROVAL.

Commissioner Sitterley moved to approve the consent agenda as follows:

- **Chief's Report**
- **Meeting Minutes:** Minutes of the October 3, 2023 Regular Board Meeting
- **Voucher Approval for October 2023:**

**Expense Fund:** Voucher No. 231001001 through 231001085 in the amount of \$1,432,219.91 and due for payment October 31, 2023.

Commissioner Entrialgo seconded the motion, which carried 3-0.

IX. **UNFINISHED BUSINESS.** There was none.

X. **NEW BUSINESS.**

1. Commissioner Sitterley moved to authorize Chairman Elwell to approve the 2024 rate for each dispatchable call (\$51.80) as presented in the Fee Schedule to the Agreement by and between Valley Communications Center and King County Fire District #2.

Commissioner Entrialgo seconded the motion, which passed 3-0.

2. Commissioner Sitterley moved to authorize Chief Marrs to make a conditional offer of employment to the following two individuals: **Nicholas Turner and Roger Ranan** to be effective January 29, 2024. This conditional offer of employment is subject to each candidate's successful completion of a background check, medical and psychological tests, drug screen test, proof of Covid-19 vaccination, completion of fire academy, and subject to an eighteen-month probation period. Seniority ranking will be as listed above.

Commissioner Entrialgo seconded the motion, which passed 3-0.

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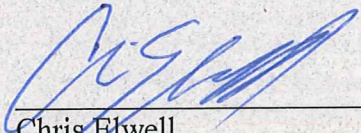
3. **EXECUTIVE SESSION.** Chair Elwell announced that the Board would convene into executive session pursuant to RCW 42.30.140 (4)(b) to plan or adopt the strategy or position to be taken during professional negotiations. Chair Elwell announced that the Board would require 30 minutes for executive session, with executive session to conclude at 6:20 PM. At 5:45 PM, Chair Elwell announced that there would be a 5-minute recess with executive session to begin at 5:50 PM and to last for 30 minutes to conclude at 6:20 PM, unless extended. In executive session were the Board, Former Chief Mike Marrs, Trina Norsen, Chief Gay, and District Secretary/legal counsel Eric Quinn. At 6:20 PM, the Board extended executive session for an additional 30 minutes, to conclude at 6:50 PM, unless extended. At 6:50 PM, the Board extended executive session for an additional 30 minutes, to conclude at 7:20 PM, unless extended. At 7:20 PM, the Board extended executive session for an additional 30 minutes, to conclude at 7:50 PM, unless extended. The executive session concluded at 7:50 PM.

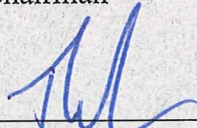
The Board took no action after the executive session.

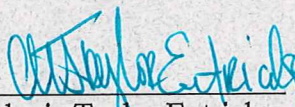
4. **GOOD OF THE ORDER.** There was no good of the order.
5. **ADJOURNMENT.** Commissioner Sitterley moved to adjourn the meeting at 7:52 PM.

Commissioner Entrialgo seconded the motion, which passed 3-0.

Minutes Approved: 11/07/2023

  
Chris Elwell  
Chairman

  
Ted Sitterley  
Commissioner

  
Alexis Taylor Entrialgo  
Commissioner

ATTEST:



Eric T. Quinn, District Secretary

ATTACHMENTS:

- Agenda
- Oath of Office
- Call Summary Reports (2)
- Letter from St. Anne Hospital Foundation
- Valley Communications Rate Schedule for 2024
- 2024 Employer Application for WFCA Health Care Program
- Attendance Roster

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